



**International Boundary and Water Commission
United States and Mexico
United States Section**

JOB OPPORTUNITY ANNOUNCEMENT

REVISED

Position: Supervisory Environmental Engineer, GG-0819-13 or 14
Supervisory Environmental Protection Specialist, GG-0028-13 or 14

Announcement Number: 07-01

Salary Range: \$75,414 –115,848

Issue Date: 1/10/2007

Closing Date: 2/12/2007

Area of Consideration: Government - wide (refer to Section 3 below regarding who may apply)

Those applicants that applied for the USIBWC-wide announcement will be considered under this announcement.

Section 1. POSITION BACKGROUND

Organization: Environmental Management Division
Engineering Department

Location: El Paso, Texas

FLSA: Exempt

Position Potential: GG-14

Full Time: Yes

Bargaining Unit: Excluded

Type of Appointment: Permanent

Position Duties. Serves as Chief of the Environmental Management Division (EMD) of the United States Section, International Boundary and Water Commission (USIBWC). Oversees environmental protection and environmental management functions. Performs the following supervisory duties: plans and organizes work; assigns and reviews work; performs personnel administration duties; and implements USIBWC internal controls. Conducts and oversees environmental studies pertaining to water quality, salinity, and sanitation; reports on such matters. Performs other duties as assigned.

Physical Effort: The office work is primarily sedentary with light physical exertion, including some walking, standing and the unassisted lifting and carrying of light items, usually weighing under fifteen pounds. The position requires periodic overnight travel to meetings and remote field sites that include traveling over unfamiliar uneven terrain. Recurring overnight travel is required.

Working Conditions: The incumbent conducts work in an office setting which has adequate lighting, heating, and ventilation. No special safety precautions are required except when the incumbent visits agency field offices or construction sites. The safety requirements of the area must be observed.

Section 2. AGENCY INFORMATION

The USIBWC. The United States Section of the International Boundary and Water Commission United States and Mexico (USIBWC), is an international agency categorized as an independent bilateral organization within the federal government. There are various field offices located along the boundary with the headquarters office in El Paso, Texas. The USIBWC is responsible for providing environmentally-sensitive, timely and fiscally-responsible boundary and water issues along the United States and Mexico border region while sustaining an atmosphere of binational cooperation and by being responsive to public concerns. You can obtain detailed information about the USIBWC by visiting our website: <http://www.ibwc.state.gov>.

Section 3. WHO MAY APPLY

Applications will be accepted from current status United States Section, International Boundary and Water Commission (USIBWC) employees; status transfer eligibles from other federal agencies; and reinstatement eligibles. Usually to have status, an individual must be currently employed in a permanent (career or career conditional) position, or have been employed in a permanent federal service position and be entitled to reinstatement. All qualification, legal, and regulatory requirements must be met as of the closing date of this announcement.

Section 4. QUALIFICATION REQUIREMENTS

Evaluation of Qualifications. If you meet basic eligibility requirements, your application will be subject to further evaluation to determine the degree that you possess the necessary knowledge, skills, abilities, and other characteristics needed to perform the duties of the position.

Supervisory Environmental Protection Specialist Education and/or Experience Requirements.

GG-13 - One year of specialized experience at least at the GG-12 level in the normal line of progression of the occupation.

GG-14 - One year of specialized experience at least at the GG-13 level in the normal line of progression of the occupation.

Supervisory Engineer Education and/or Experience Requirements:

GG-13 - One year of specialized experience at least at the GG-12 level in the normal line of progression of the occupation and the basic requirements listed below.

GG-14 - One year of specialized experience at least at the GG-13 level in the normal line of progression of the occupation and the basic requirements listed below.

Basic Requirements for the Supervisory Engineer:

A. Degree: professional engineering. To be acceptable, the curriculum must: (1) be in a school of engineering with at least one curriculum accredited by the Accreditation Board for Engineering and Technology (ABET) as a professional engineering curriculum; or (2) include differential and integral calculus and courses (more advanced than first-year physics and chemistry) in five of the following seven areas of

engineering science or physics: (a) statics, dynamics; (b) strength of materials (stress-strain relationships); (c) fluid mechanics, hydraulics; (d) thermodynamics; (e) electrical fields and circuits; (f) nature and properties of materials (relating particle and aggregate structure to properties); and (g) any other comparable area of fundamental engineering science or physics, such as optics, heat transfer, soil mechanics, or electronics; **Or**

B. Combination of education and experience--college-level education, training, and/or technical experience that furnished (1) a thorough knowledge of the physical and mathematical sciences underlying professional engineering, and (2) a good understanding, both theoretical and practical, of the engineering sciences and techniques and their applications to one of the branches of engineering. The adequacy of such background must be demonstrated by one of the following:

1. Professional registration--Current registration as a professional engineer by any State, the District of Columbia, Guam, or Puerto Rico. Absent other means of qualifying under this standard, those applicants who achieved such registration by means other than written test (e.g., State grandfather or eminence provisions) are eligible only for positions that are within or closely related to the specialty field of their registration. For example, an applicant who attains registration through a State Board's eminence provision as a manufacturing engineer typically would be rated eligible only for manufacturing engineering positions.

2. Written Test- Evidence of having successfully passed the Engineer-in-Training (EIT) examination, or the written test required for professional registration, which is administered by the Boards of Engineering Examiners in the various States, the District of Columbia, Guam, and Puerto Rico. Applicants who have passed the EIT examination and have completed all the requirements for either (a) a bachelor's degree in engineering technology (BET) from an accredited college or university that included 60 semester hours of courses in the physical, mathematical, and engineering sciences, or (b) a BET from a program accredited by the Accreditation Board for Engineering and Technology (ABET) may be rated eligible for certain engineering positions at GS-5. Eligibility is limited to positions that are within or closely related to the specialty field of the engineering technology program. Applicants for positions that involve highly technical research, development, or similar functions requiring an advanced level of competence in basic science must meet the basic requirements in paragraph A. Because of the diversity in kind and quality of BET programs, graduates of other BET programs are required to complete at least 1 year of additional education or highly technical work experience of such nature as to provide reasonable assurance of the possession of the knowledge, skills, and abilities required for professional engineering competence. The adequacy of this background must be demonstrated by passing the EIT examination.

3. Specified academic courses--Successful completion of at least 60 semester hours of courses in the physical, mathematical, and engineering sciences and in engineering that included the courses specified in the basic requirements. The courses must be fully acceptable toward meeting the requirements of a professional engineering curriculum as described in paragraph A.

4. Related curriculum--Successful completion of a curriculum leading to a bachelor's degree in engineering technology or in an appropriate professional field, e.g., physics, chemistry, architecture, computer science, mathematics, hydrology, or geology, may be accepted in lieu of a degree in engineering, provided the applicant has had at least 1 year of professional engineering experience acquired under professional engineering supervision and guidance. Ordinarily there should be either an established plan of intensive training to develop professional engineering competence, or several years of prior professional engineering-type experience, e.g., in interdisciplinary positions. (The above examples of related curricula are not all-inclusive.)

Specialized Experience: Experience that equipped the applicant with the particular knowledge, skills, and abilities to perform successfully the duties of the position, and that is typically in or related to the work of the position to be filled. To be creditable, specialized experience must have been equivalent to at least the next lower grade level in the normal line of progression for the occupation in the organization.

Applicants must submit a copy of their college transcript or a list of college courses that includes hours and grades.

Evaluation Factors:

You are **required** to respond to the evaluation factors listed below. On separate sheets of paper, **(A)** fully describe your experience in working with the element; **(B)** describe where and how you obtained your education/training in the element; and **(C)** describe the most complex issues with which you have dealt.

Supervisory Protection Environmental Specialist:

1. Expert knowledge of environmental management concepts, theories, methods, and techniques relevant to the conduct and oversight of the full range of environmental studies
2. Expert knowledge of a wide range of environmental protection concepts, principles, practices, and methodologies sufficient to conduct and critically review the full scope of analytical environmental documents. Skills in applying this knowledge to solve complex problems involving diverse aspects of environmental protection.
3. Advanced skill in leadership and human relations, including interpersonal communication (both written and oral), to provide effective interaction with a variety of individuals.

Supervisory Environmental Engineer:

1. Expert knowledge of environmental management concepts, theories, methods, and techniques relevant to the conduct and oversight of the full range of environmental studies.
2. Advanced skill to review and evaluate the work of environmental engineers and specialists by reviewing engineering reports and related design drawings and specifications and proposed major construction projects which have sanitation features.
3. Advanced skill in leadership and human relations, including interpersonal communication (both written and oral), to provide effective interaction with a variety of individuals.

Section 5. APPLICATION PROCEDURES

General Application Information. It is your responsibility to ensure the accuracy and completeness of your application. An incomplete application or one that is not completed in accordance with instructions found in this JOA will subject you to being found ineligible. It is the practice of the Human Resources Office not to contact an applicant for further information, documentation, or required materials. Do not submit letters of recommendation, training records, position descriptions, copies of awards, etc., unless they relate directly to the job for which applying. An individual concerned in examining an applicant for, or to a position in the agency may not receive or consider a recommendation of the applicant by a Senator or Representative, except as to the character or residence of the applicant. All material that you submit in response to this JOA will become part of the Promotion and Internal Placement Program files and will not be returned; therefore, be sure to make copies of your application material before submission. The USIBWC does not maintain an applicant supply file. The use of government property, the USIBWC internal mail distribution, or government franked envelopes to apply for a federal position is prohibited and subject to fines as prescribed by law.

Obtaining application forms. You may obtain forms needed to apply under this JOA by downloading them from the USIBWC's website at: <http://www.usibwc.state.gov> or by calling the Human Resources Office at 1-800-262-8857 ext. 4727 or 915-832-4727 to have the forms mailed or faxed to you. Due to heightened security measures, you should not request application forms in person at a USIBWC facility.

Submitting application forms. It is highly recommended that you mail your application to the following address:

USIBWC
Human Resources Office
4171 North Mesa, Building C, Suite 100
El Paso, Texas 79902

If mailed, your application must be postmarked by the closing date noted in this JOA. Applications submitted "online" (through the internet) or faxed are not accepted. Due to heightened security measures, the hand-delivery of applications to the USIBWC is discouraged. If hand-delivered, you must do the following: place the application in a sealed envelope; address the envelope to the USIBWC Human Resources Office annotating the date and time on the upper right hand corner; and leave the envelope with the security officer on duty. Neither the security officer nor the USIBWC will assume responsibility for misplaced or misdirected hand-delivered applications. A hand-delivered application must be received by the close of business.

Required Forms and Documents. You must submit all of the following forms and documents in order to be found eligible for consideration under this JOA:

1. Optional Form 612, Optional Application for Federal Employment; OR any other format such as a resume with the specific information required by Optional Form 510, Applying for a Federal Job.
2. You must self-certify you have a valid drivers license. This may be accomplished in Section E-Other Qualifications of the Optional Application for Federal Employment - OF 612; or with a simple statement that you have a valid drivers license.

3. You must respond to the evaluation factors.
4. A **copy** of your college transcript(s) or a list of college courses that include hours and grades.
5. Optional Form 306, Declaration for Federal Employment;
6. SF 181 - Ethnicity and Race Identification. The SF 181 is an optional form used for equal opportunity data collection and analysis throughout the federal government. Upon receiving your application package, the Human Resources Office staff will detach the SF181 from the application package and forward it directly to the Equal Employment Opportunity Office. The form thus will not be used in the application evaluation process.
7. If you are a Promotion or Reassignment Eligible, you must submit the following:
 - a. Copy of Standard Form 50, Notice of Personnel Action, which reflects your eligibility (status);
 - b. Copy of your most recent performance rating/evaluation; and
 - c. IBWC Form 301, Supervisory Evaluation of Applicants for Supervisory and Managerial positions.

Section 6. BASIS FOR RATING

The information you provide in your response to the evaluation factors will be heavily relied upon in the rating process.

Section 7. GENERAL INFORMATION FOR POTENTIAL CANDIDATES

Position Potential. If you are selected and the position is filled below the full performance level, you may be promoted without further competition until the full performance level is reached. Promotion is neither automatic nor guaranteed. Promotion will be based upon your supervisor's certification of your demonstrated ability to perform the duties of the higher graded position in a fully successful manner, as well as you meeting all other requirements for promotion. If there are intervening situations affecting the classification of the position between the time of advertisement and the time that promotion(s) may be due, the advertised promotion potential is void.

Appointment: This is an excepted service position. An interchange agreement between USIBWC and the United States Office Personnel Management permits employees of USIBWC who do not have tenure in the competitive civil service to move between the USIBWC's excepted service positions and other agencies' competitive service positions on a noncompetitive basis.

Conditions of Employment. If you are selected for the position, you must meet all of the following conditions of employment (failure to do so will result in termination of your employment):

1. An official college transcript(s) must be submitted upon appointment to the position (if applicable).
2. Salary payments will be made by Electronic Funds Transfer (EFT), known as Direct Deposit.
3. A background check will occur once you have accepted the position. If, at any time during your employment, you are found to have knowingly provided incorrect information with the intention of defrauding or misleading the agency to gain employment, your employment with the agency will be terminated.

Relocation Expenses. Relocation expenses may be paid by the U.S. Section, subject to availability of funds and in accordance with federal travel regulations.

Equal Opportunity Employer. The USIBWC is an Equal Opportunity Employer. Selection of a candidate shall be based on merit, potential, and job-related criteria and without discrimination because of race, color, religion, national origin, marital status, sex, age, non-disqualifying physical handicap, labor organization affiliation or non-affiliation, personal favoritism, sexual orientation, political affiliation, or any other non-merit factors.

Assistance. You may obtain additional information and assistance by contacting the Human Resources Office at 1-800-262-8857 ext. 4727 or 915-832-4727.

www.ibwc.state.gov
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